

IGA/A Grant Regulations of the Prague University of Economics and Business

Annotation:

This university-wide Directive specifies the principles of the provision of support for funding of projects within the IGA/A grant competition at the Prague University of Economics and Business. The IGA/A grant competition is financed under the IGA/A project registered under CZ.02.2.69/0.0/0.0/19_073/0016936 and Call No. 02_19_073 IMPROVING THE QUALITY OF INTERNAL GRANT SCHEMES AT HIGHER EDUCATION INSTITUTIONS.

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Article 1 Introductory Provisions

This regulation sets out the principles of the system for providing support for projects approved within the IGA/A grant competition at the Prague University of Economics and Business (hereinafter referred to as “VSE”). The targeted financial support is provided on the basis of the results of the IGA/A grant competition (hereinafter referred to as “IGA/A GC”).

Article 2 Internal Grant Agency of VSE

1. The organisation of the grant competition of student projects (hereinafter referred to as the “IGA/A project”), which are supported by funds granted through Call No. 02_19_073 IMPROVING THE QUALITY OF INTERNAL GRANT SCHEMES AT HIGHER EDUCATION INSTITUTIONS, is managed by the internal grant agency (hereinafter referred to as “IGA VSE”).
2. The Grant Committee of VSE (hereinafter referred to as the “GC”) takes part in activities of IGA VSE.
3. The organisational and administrative activities of the GC are ensured by the Office of Science and Research of VSE.

Article 3 Grant Committee of VSE

1. The GC is an advisory body of the Rector on matters concerning the distribution of grant funds. The GC consists of a chairman and 8 members and is chaired by the Vice-Rector for Science and Research. The GC members are appointed and removed by the Rector on the proposal of the Vice-Rector for Science and Research. The GC members are respective Vice-Deans of individual faculties and two major experts in the respective fields who are not VSE employees, designated within the Internal Grant Competition of specific research.
2. The term of office of a GC member is four years. The GC has a quorum if more than half of its members are present. The GC decides by an absolute majority of those present. The voting



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is public unless the members agree otherwise. Minutes are taken for the GC meetings. The GC submits its decisions to the Rector for approval.

3. The GC meets at least once a year, in person or virtually. In urgent cases (especially in the case of a problem with a specific grant task or in the case of a proposal for termination of the project), the GC chairman shall convene an extraordinary GC meeting.
4. The GC particularly performs the following tasks:
 - a) it proposes to the Rector and on the basis of suggestions and comments updates the IGA/A Grant Competition Rules at VSE (hereinafter referred to as the “IGA/A GC Rules“); it also sees that the rules are complied with,
 - b) on behalf of the Rector it announces IGA/A GC for the relevant year,
 - c) it discusses and proposes projects and the amount of funds allocated to projects to the Rector for approval, in case of multi-annual projects it discusses and proposes projects for continuation and the amount of funds allocated to the projects for the relevant year to the Rector for approval,
 - d) it checks and it thus guarantees that the project topic is not identical to the dissertation topic of the principal researcher or to the dissertation topic of any other research team members,
 - e) it is responsible for selecting reviewers of project proposals,
 - f) it assesses the quality of the elaborated reviewers’ reports and their compliance with the criteria (verification of the reports),
 - g) in the event of a difference between the funds requested and allocated it requires the researcher to adjust the project and its budget,
 - h) it ensures the assessment and evaluation of results of completed projects on the basis of final reports,
 - i) it monitors the use of allocated funds.
5. With the exception of subsection 4c) above, the GC may also vote outside a meeting (*per rollam*).
6. For the purposes of evaluating proposals for new projects, the GC uses reviews by reviewers. At least one of the reviewers’ reports on the student grant application must be made by an external reviewer, i.e. an expert of the appropriate professional profile and experience who, at the time of evaluating the student project proposal, is not in an employment relationship with the evaluating institution (i.e. with the beneficiary or project partner, or with one of its parts,



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e.g. the faculty). The reviewer must not be a research team member and must not be subject to any conflict of interest.

7. A GC member cannot decide on a grant proposal if he / she is a research team member.

Article 4

IGA/A Grant Competition

1. Grant funding is carried out according to the IGA/A GC Rules laid down by the Rector on the basis of a GC proposal and in line with the IGA/A project registered under CZ.02.2.69/0.0/0.0/19_073/0016936 and with the conditions of OP RDE Call No. 02_19_073 IMPROVING THE QUALITY OF INTERNAL GRANT SCHEMES AT HIGHER EDUCATION INSTITUTIONS.
2. The rules govern:
 - the call for the grant competition, conditions of participation, the duration of projects,
 - the procedure for evaluating grant applications,
 - principles of the management of allocated funds and the method of monitoring thereof,
 - the procedure for evaluating applications for multi-annual projects continuation,
 - the method of project termination,
 - the evaluation of completed projects,
 - the preparation of reports in compliance with the OP RDE rules.
3. Funds to support a project are provided on the basis of an agreement concluded between the principal researcher and VSE. The agreement is signed by the Rector on behalf of VSE.
4. Requirements of grant applications and of applications for continuation of multi-annual projects are set out in the Call for the Grant Competition for the relevant calendar year.



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